Special education budgets are complex and of great interest to the public, both locally and statewide. Federal and state legislation during 1998 changed the way special education local planning areas (SELPAs) and local educational agencies (LEAs) receive and account for the special education programs.

As of 1998, *Education Code* Section 56205 (b)(1) requires that a special education budget shall separately identify the following elements:

(1) The apportionment received by the LEA in accordance with the allocation plan adopted by the SELPA. (The state funding is identified in the Resource field with a specific revenue object code.)
(2) The administrative costs of the plan. (These costs are identified by the Function field.)
(3) The cost of special education services to pupils with severe disabilities and low-incidence disabilities. (This population is identified by the Goal field.)
(4) The cost of special education services to pupils with nonsevere disabilities. (This population is identified by the Goal field.)
(5) The cost of supplemental aids and services provided to meet the individual needs of pupils placed in regular education classrooms and environments. (The cost of these aids and services, which may be provided to both severe and nonsevere students, is tracked in the Function field.)
(6) Regionalized operations and services and direct instructional support by program specialists in accordance with Article 6, "Program Specialists and Administration of Regionalized Operations and Services." (These costs are tracked in the Goal field for regionalized operations and in the Function field for instructional services.)
(7) The use of property taxes allocated to the SELPA pursuant to *Education Code* Section 2572. (The amount of property taxes allocated to the SELPA is reported in the Resource field and identified with a specific revenue object code.)

Below are some examples of expenditures incurred to educate special education students. The examples show how the costs should be coded in SACS.

Example 1: An employee split between functions
A teaching assistant is hired to work half a day in a separate class for severely disabled children and half a day in assisting a severely disabled student who has been mainstreamed in a regular education class.

Because the teaching assistant is working solely with severely disabled students, his salary has one goal. However, his work is split between two functions.

Fund	Resource	Project Year	Goal	Function	Object	School
01	6500	0	5750	1110	2100	000
01	6500	0	5750	1130	2100	000

- Fund 01 is the General Fund.
- Resource 6500 is Special Education.
- Project Year is not required in this example.
- Goal 5750 is Special Education, Ages 5–22 Severely Disabled.
- Function 1110, Special Education: Separate Classes, captures the costs of running a separate class for severely disabled students; and Function 1130, Special Education: Supplemental Aids and

Services in Regular Classrooms, captures the costs of providing a teaching assistant for a student who attends a regular education class.

- Object 2100 is Instructional Aides' Salaries.
- School is not required.

Example 2: An employee split between goals

An adaptive physical education teacher is hired to provide physical education classes to special education students attending regular education classes on several campuses and to students attending special education separate classes. Some of the students are categorized as severely disabled, and some are nonseverely disabled. The teacher's salary is split between two goals because she serves two populations of students. (*Note:* The salary may also be coded to a single Goal, 5001, and then divided at year-end based on the documented hours spent with each population.)

Fund	Resource	Project Year	Goal	Function	Object	School
01	6500	0	5750	1190	1100	000
01	6500	0	5770	1190	1100	000

- Fund 01 is the General Fund.
- Resource 6500 is Special Education.
- Project Year is not required in this example.
- Goal 5750 is Special Education, Ages 5–22 Severely Disabled, and Goal 5770 is Special Education, Ages 5–22 Nonseverely Disabled. The salary may be coded to one goal during the year and split between the goals at year-end when the ratio of service to severely and nonseverely disabled students is documented.
- Function 1190 is Special Education: Other Specialized Instructional Services. This function includes pullout services that may be provided to students who are normally found in separate classes or regular education classes.
- Object 1100 is Teachers' Salaries.
- School is not required.

Example 3: Special education students in regular education classrooms

A student who has a low-incidence disability has been placed in a juvenile court school. His individualized education program (IEP) necessitates the presence of an interpreter and the services of a resource specialist. The following services are being provided by different resources and for different populations. The cost of the teacher in the juvenile court school is chargeable to regular education; the cost of the interpreter and the resource specialist is chargeable to special education.

The cost of the juvenile court school teacher is coded as follows:

Fund	Resource	Project Year	Goal	Function	Object	School
01	2400	0	3600	1000	1100	000

- Fund 01 is the County School Service Fund.
- Resource 2400 is the state apportionment that funds juvenile court schools and county community schools. These funds are used to pay for the juvenile court teacher.
- Project Year is not required in this example.
- Goal 3600 identifies the costs of educating juvenile court school students.

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- Function 1000 is Instruction. General education teachers are coded to the general population they are contracted to teach. A special education student who attends a regular education class is considered a part of the general education class.
- Object 1100 is Teachers' Salaries.
- School is not required.

The cost of the interpreter assigned to the student with an IEP and who has been placed in the juvenile court classroom is coded as follows:

Fund	Resource	Project Year	Goal	Function	Object	School
01	6500	0	5750	1130	2100	000

- Fund 01 is the County School Service Fund.
- Resource 6500 is Special Education.
- Project Year is not applicable in this example.
- Goal 5750 is Special Education, Ages 5–22 Severely Disabled. (Students with a low-incidence disability are classified as severely disabled. The LEA may have locally defined goals to separate low-incidence disabilities from other severe disabilities if management needs to identify these costs locally.)
- Function 1130 is Special Education: Supplemental Aids and Services in Regular Classrooms.
- Object 2100 is Instructional Aides' Salaries. (The LEA may have locally defined objects if it is important to track the costs of interpreters separately from those of classroom assistants.)
- School is not required.

The cost of the resource specialist who works with this student on a pullout basis is coded as follows:

Fund	Resource	Project Year	Goal	Function	Object	School
01	6500	0	5750	1120	1100	000

- Fund 01 is the County School Service Fund.
- Resource 6500 is Special Education.
- Project Year is not applicable in this example.
- Goal 5750 is Special Education, Ages 5–22 Severely Disabled. (Students with a low-incidence disability are classified as severely disabled students. The LEA may have locally defined goals to separate these two types of severe conditions if the information is important locally.)
- Function 1120 is Special Education: Resource Specialist Instruction. This is a resource specialist who works directly with the students in an instructional setting.
- Object 1100 is Teachers' Salaries.
- School is not required.

Example 4: Special education students in ROC/P

Some special education students are in transition, going from the special education K–12 program into the adult work world. The student has been placed in an ROC/P class, where he receives training at a fast-food business supplemented with ROC/P classes. The cost of the ROC/P instructor is coded as follows:

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Fund	Resource	Project Year	Goal	Function	Object	School
01	6360	0	6000	1000	1100	000

- Fund 01 is the school district's General Fund.
- Resource 6360 is the apportionment provided for Pupils with Disabilities Attending ROC/P.
- Project Year is not applicable in this example.
- Goal 6000 is ROC/P programs for Regional Occupational Center/Program.
- Function 1000 is Instruction.
- Object 1100 is Teachers' Salaries.
- School is not required.

The cost of a teaching assistant assigned to the special education student to enable him to participate in the ROC/P class is coded as follows:

Fund	Resource	Project Year	Goal	Function	Object	School
01	6500	0	5770	1130	2100	000

- Fund 01 is the school district's General Fund.
- Resource 6500 is Special Education.
- Project Year is not applicable in this example.
- Goal 5770 is Special Education, Ages 5–22 Nonseverely Disabled.
- Function 1130 is Special Education: Supplemental Aids and Services in Regular Classrooms.
- Object 2100 is Instructional Aides' Salaries.
- School is not required.

Example 5: Instruction provided on a pullout basis
An orientation and mobility (O & M) specialist is hired to teach students how to travel safely and independently around the school and in the community. She works with blind students who attend regular classes at the elementary and high schools. This service is provided on a pullout basis. The O & M specialist has a teaching credential and is trained to teach special education students.

Fund	Resource	Project Year	Goal	Function	Object	School
01	6500	0	5750	1190	1100	000

- Fund 01 is the General Fund.
- Resource 6500 is Special Education.
- Project Year is not applicable in this example.
- Goal 5750 is Special Education, Ages 5–22 Severely Disabled, which includes students with a low-incidence disability.
- Function 1190 is Special Education: Other Specialized Instructional Services. This function includes pullout services that may be provided to students who are normally found in separate classes or regular education classes.
- Object 1100 is Teachers' Salaries.
- School is not required.

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Example 6: Pupil services

A counselor is hired to provide behavior management services, a systematic implementation of procedures designed to promote lasting, positive changes in the student's behavior, resulting in greater access to a variety of community settings, social contacts, and public events, and placement in the least restrictive environment. The counselor is a licensed professional with a certificate for school service. The salary is coded as follows:

Fund	Resource	Project Year	Goal	Function	Object	School
01	6500	0	5750	3110	1200	000

- Fund 01 is the General Fund.
- Resource 6500 is Special Education.
- Project Year is not applicable in this example.
- Goal 5750 is Special Education, Ages 5–22 Severely Disabled.
- Function 3110 is Guidance and Counseling Services.
- Object 1200 is Certificated Pupil Support Salaries.
- School is not required.

The student receiving this behavior modification training is in a separate class for severely emotionally disabled (SED) students or autistic students. This class is taught by a special education teacher who works with the counselor to apply the behavior modification procedures in the classroom. The cost of the teacher is as follows:

Fund	Resource	Project Year	Goal	Function	Object	School
01	6500	0	5750	1110	1100	000

- Fund 01 is the General Fund.
- Resource 6500 is Special Education.
- Project Year is not applicable in this example.
- Goal 5750 is Special Education, Ages 5–22 Severely Disabled.
- Function 1110 is Special Education: Separate Classes.
- Object 1100 is Teachers' Salaries.
- School is not required.

Example 7: Federal resources

(a) A Workability I grant is used to pay a classified assistant to work with students who are in transition from K–12 special education into gainful employment in local business establishments.

Fund	Resource	Project Year	Goal	Function	Object	School
01	3405	4	5750	1190	2100	000

- Fund 01 is the school district's General Fund.
- Resource 3405 is Special Education: Workability I.
- Project Year refers to this grant, which ends in the year 2003-04 (September 30, 2004).
- Goal 5750 is Special Education, Ages 5–22 Severely Disabled.
- Function 1190 is Special Education: Other Specialized Instructional Services. The student has been transferred from a regular or separate classroom to a work site or other setting.
- Object 2100 is Instructional Aides' Salaries.
- School is not required.

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(b) An LEA uses federal funds for students with low-incidence disabilities to purchase assistive technology for a student who will use the computer to communicate with teachers and peers in a regular education classroom.

Fund	Resource	Project Year	Goal	Function	Object	School
01	3360	4	5750	1130	6400	000

- Fund 01 is the General Fund.
- Resource 3360 is Special Education: IDEA Low-Incidence Entitlement.
- Project Year refers to this grant, which ends in the year 2003-04 (September 30, 2004).
- Goal 5750 is Special Education, Ages 5–22 Severely Disabled.
- Function 1130 is Special Education: Supplemental Aids and Services in Regular Classrooms. The equipment is an aid to the student in a regular classroom.
- Object 6400 is Equipment.
- School is not required.

Example 8: For the special education programs, a county office as the SELPA administrative unit (AU) receives the apportionment and transfers it to participating LEAs.

(a) As the SELPA AU, the county office records the receipt of the state apportionment.

Fund	Resource	Project Year	Goal	Function	Object	School
01	6500	0	5001	0000	8311	000

- Fund 01 is the County School Service Fund.
- Resource 6500 is Special Education.
- Project Year is not applicable in this example.
- Goal 5001 is Special Education—Unspecified. A Special Education goal is required for Special Education revenue.
- Function is not necessary for revenue.
- Object 8311 is Other State Apportionment - Current Year.
- School is not required.

(b) The SELPA AU distributes the apportionment to the participating LEAs.

Fund	Resource	Project Year	Goal	Function	Object	School
01	6500	0	5001	9200	7221	000
01	6500	0	5001	9200	7222	000
01	6500	0	5001	9200	7223	000

- Fund 01 is the County School Service Fund.
- Resource 6500 is Special Education.
- Project Year is not applicable in this example.
- Goal 5001 is Special Education—Unspecified.
- Function 9200 is Transfers Between Agencies.
- Object 7221 is Transfers of Apportionments to Districts; Object 7222 is Transfers of Apportionments to County Offices; and Object 7223 is Transfers of Apportionments to JPAs.
- School is not required.

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(c) The member LEA (in this case a school district) makes the following entry to record receipt of apportionment from the SELPA AU (in this case a county office):

Fund	Resource	Project Year	Goal	Function	Object	School
01	6500	0	5001	0000	8792	000

- Fund 01 is the school district's General Fund.
- Resource 6500 is Special Education.
- Project Year is not applicable in this example.
- Goal 5001 is Special Education—Unspecified. A Special Education goal is required for Special Education revenue.
- Function is not required for revenue.
- Object 8792 is Transfers of Apportionments from County Offices. In this case, the AU is a county office of education.
- School is not required.

Example 9: The county office, as the AU, has received apportionment for regionalized services. The AU contracts with a participating district to provide regionalized services.

(a) The county office, as the SELPA AU, records payment on a contract with a district to provide regionalized services, in this case, to coordinate curriculum development.

Fund	Resource	Project Year	Goal	Function	Object	School
01	6500	0	5001	2130	5800	000

- Fund 01 is the County School Service Fund.
- Resource 6500 is Special Education.
- Project Year is not applicable in this example.
- Goal 5001 is Special Education—Unspecified. The AU may choose to use the optional Goal 5050, Regionalized Services.
- Function 2130 is Curriculum Development.
- Object 5800 is Professional/Consulting Services and Operating Expenditures.
- School is not required.

(b) The district records the interagency revenue from the AU. In this case the AU is a county office SELPA.

Fund	Resource	Project Year	Goal	Function	Object	School
01	9010	0	7110	0000	8677	000

- Fund 01 is the General Fund.
- Resource 9010 is Other Local, in this case, a contract with another LEA.
- Project Year is not applicable in this example.
- Goal 7110 is Nonagency—Educational.
- Function is not required for revenue.
- Object 8677 is Interagency Services between LEAs.
- School is not required.

(c) As part of this contract, the district pays a program specialist who provides regionalized services to members of the SELPA.

Fund	Resource	Project Year	Goal	Function	Object	School
01	9010	0	7110	2100	1900	000

- Fund 01 is the General Fund.
- Resource 9010 is Other Local.
- Project Year is not applicable in this example.
- Goal 7110 is Nonagency—Educational.
- Function 2100 is Supervision of Instruction.
- Object 1900 is Other Certificated Salaries.
- School is not required.

Example 10: A school district, a member of a SELPA, makes payments to another entity for a special education student's education.
(a) The district makes payments to a State Special School.

Fund	Resource	Project Year	Goal	Function	Object	School
01	0000	0	5001	9200	7130	000

- Fund 01 is the General Fund.
- Resource 0000 is Unrestricted Resources.
- Project Year is not applicable in this example.
- Goal 5001 is Special Education—Unspecified.
- Function 9200 is Transfers Between Agencies.
- Object 7130 is State Special Schools.
- School is not required.

(b) The district makes payments to a nonpublic school for a severely disabled student's education.

Fund	Resource	Project Year	Goal	Function	Object	School
01	6500	0	5750	1180	5800	000

- Fund 01 is the General Fund.
- Resource 6500 is Special Education.
- Project Year is not applicable in this example.
- Goal 5750 is Ages 5–22, Severely Disabled.
- Function 1180 is Special Education: Nonpublic Agencies/Schools.
- Object 5800 is Professional/Consulting Services and Operating Expenditures.
- School is not required.

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(c) A school district pays excess costs for a program that is run by the SELPA to which it belongs.

(1) The SELPA AU bills the district for excess costs:

Fund	Resource	Project Year	Goal	Function	Object	School
01	6500	0	5750	0000	8710	000

- Fund 01 is the County School Service Fund.
- Resource 6500 is Special Education.
- Project Year is not applicable for this example.
- Goal 5750 is Special Education, Ages 5–22, Severely Disabled.
- Function is not required for revenue or balance sheet accounts.
- Object 8710 is Tuition.
- School is not required.

(2) The school district pays the SELPA AU its share of excess costs of the program per the local plan agreement:

Fund	Resource	Project Year	Goal	Function	Object	School
01	6500	0	5750	9200	7142	000

- Fund 01 is the district's General Fund.
- Resource 6500 is Special Education.
- Project Year is not applicable for this example.
- Goal 5750 is Special Education, Ages 5–22, Severely Disabled.
- Function 9200 is Transfers Between Agencies.
- Object 7142 is Other Tuition, Excess Costs, and/or Deficit Payments to County Offices.
- School is not required.

Example 11: The administrative costs must be identified.
(a) A multidistrict SELPA AU pays its director.

Fund	Resource	Project Year	Goal	Function	Object	School
01	6500	0	5001	2200	1300	000

- Fund 01 is the General Fund.
- Resource 6500 is Special Education.
- Project Year is not applicable in this example.
- Goal 5001 is Special Education—Unspecified.
- Function 2200 is Administrative Unit of Multidistrict SELPA.
- Object 1300 is Certificated Supervisors' and Administrators' Salaries.
- School is not required.

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(b) A district charges its special education programs its indirect cost rate as follows.

Fund	Resource	Project Year	Goal	Function	Object	School
01	6500	0	5001	7200	7310	000

- Fund 01 is the General Fund.
- Resource 6500 is Special Education.
- Project Year is not applicable in this example.
- Goal 5001 is Special Education—Unspecified.
- Function 7200 is Other General Administration.
- Object 7310 is Transfers of Indirect Costs.
- School is not required.

Use of an *italicized* account code is optional.   December 2003

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